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31 JUL 1981

MEMORANDUM FOR: Associate Deputy Director for Processing, ODP

STAT FROM: [redacted]
Assistant Executive Officer, OL

SUBJECT: Building Requirements - Chapter Two

REFERENCE: Multiple addressee memo from [redacted] STAT
dated 10 July 1981, Same Subject (ODP 81-892)

1. Per your request in the referenced memorandum, attached are the Office of Logistics (OL) non-office space requirements.

2. Attachment A lists the current OL non-office space holdings. As suggested, this information was taken from the latest CRAMS report and reflects the findings of that report.

3. Attachment B is a listing of OL non-office space requirements for FY-1987. This listing is based on current holdings, projected needs, and increased flexibility to meet future requirements.

If you have any questions regarding this memorandum or the information contained in the attachments, please contact the
STAT undersigned on extension [redacted]

[redacted] STAT

Attachments

OL 1 2929a

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Attachment A

Non-Office Space Survey

Current Usage

	Category	Room Number	Square Feet
1.	Supply Room	436 C of C	455
2.	Supply Room	410 Key	325
3.	Trash Room	305 Key	200
4.	Trash Room	431 Ames	40
5.	Storage	421 Ames	440
6.	Trash Room	331 Ames	120
7.	Trash Room		60
8.	Supply Room/Copy Center		519
9.	Library		147
10.	Conference Room		308
11.	Mail Room		310
12.	Mail Room		300
13.	File/Mail Room		854
14.	File/Mail Room		599
15.	Conference Room		434
16.	File/Mail Room		728
17.	File/Mail Room		456
18.	Conference/Class Room		2056
19.	Machine Shop	BF34 Headquarters	2180
20.	Personnel Lounge	GK69 Headquarters	380
21.	Storage	GJ26A Headquarters	118
22.	Storage	GJ26N Headquarters	4817
23.	Typewriter Shop	BF14 Headquarters	598
24.	Lab Lower Somat	BE44 Headquarters	600
25.	Trash	BO28 Headquarters	1600
26.	Pneumatic Tube	5C50 Headquarters	115
27.	Pneumatic Tube	5C08 Headquarters	146
28.	Pneumatic Tube	4F51 Headquarters	106
29.	Conveyor	4F49 Headquarters	80
30.	Storage Conveyor	4F1203 Headquarters	112
31.	Pneumatic Tube	4F10 Headquarters	146
32.	Pneumatic Tube	4F07 Headquarters	130
33.	Pneumatic Tube	4C52 Headquarters	119
34.	Special/Storage	4C49 Headquarters	112
35.	Pneumatic Tube	3F53 Headquarters	106
36.	Storage/Fine Arts	3F1403 Headquarters	112
37.	Conveyor	3F1401 Headquarters	80
38.	Pneumatic Tube	3F09 Headquarters	130
39.	Pneumatic Tube	3C52 Headquarters	93
40.	Conveyor	3C4901 Headquarters	80
41.	Pneumatic Tube	3C10 Headquarters	134
42.	Conveyor	2F14 Headquarters	80
43.	Conveyor	2C54 Headquarters	80

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Attachment A

	Category	Room Number	Square Feet
44.	Pneumatic Tube	2C4901 Headquarters	114
45.	Pneumatic Tube	2C10 Headquarters	155
46.	Pneumatic Tube	2C09 Headquarters	131
47.	Storage/Conveyor	GF1203 Headquarters	114
48.	Incinerator	BF40 Headquarters	1500
49.	Storage	BF37 Headquarters	188
50.	Garage/Special Parking	BD28 Headquarters	8480
51.	Storage	BD28 Headquarters	144
52.	Conveyor	6C4901 Headquarters	80
53.	Pneumatic Tube	6C0901 Headquarters	146
54.	Pneumatic Tube	5F51 Headquarters	106
55.	Conveyor	5F1201 Headquarters	80
56.	Pneumatic Tube	7F53 Headquarters	106
57.	Executive Dining Room	7D42 Headquarters	1039
58.	Executive Kitchen Areas	7D40 Headquarters	730
59.	Pneumatic Tube	7C50 Headquarters	109
60.	Conveyor	7C4503 Headquarters	80
61.	Pneumatic Tube	6F5101 Headquarters	106
62.	Pneumatic Tube	6F0901 Headquarters	130
63.	Pneumatic Tube	6C5001 Headquarters	119
64.	Computer Output Microfilm Room	GJ4004 Headquarters	740
65.	Mail/Storage	GG09A Headquarters	184
66.	Mail Room Receiving	GG09 Headquarters	1286
67.	Central Mail Room	GB31 Headquarters	3056
68.	Storage	3E37 Headquarters	270
69.	Copy Center	GJ56 Headquarters	1462
70.	Photo Studio	1E4802	638
71.	Computer Room	7G30	525
72.	Computer Room	GJ56	1099
73.	Visual Aids Department	GJ4004	1828
74.	Auditorium	Auditorium	5826
STAT 75.	Computer Space	[redacted]	120

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Attachment B

Non-Office Space Survey

FY-1987 Projection

Category & Number	Square Feet
1. Conference (7)	1. 500
	2. 500
	3. 250
	4. 300
	5. 300
	6. 250
	7. 300
2. Storage (7)	1. 300
	2. 180
	3. 160
	4. 300
	5. 150
	6. 200
(Bulk Storage - LSD)	7. 10,000
3. Library (5)	1. 300
	2. 180
	3. 300
	4. 150
	5. 150
4. Mail/File Room (6)	1. 450
	2. 180
	3. 850
	4. 750
	5. 600
(Central Mail Room - LSD)	6. 4,000
5. Xerox Rooms/Copy Centers (3)	1. 1,475
	2. 1,000
	3. 500
6. Computer Rooms (6)	1. 1,000
	2. 1,100
	3. 500
	4. 300
	5. 150
	6. 275
7. Classrooms (1)	1. 1,000

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Attachment B

Category & Number		Square Feet
8. Photography Studio (1)		1. 624
9. Visual Aids Department (1)		1. 1,828
10. Classified Trash Rooms (2)		1. 2,000 2. 2,000
11. Drafting Rooms (2)		1. 900 2. 600
12. Supply Room (1)		1. 1,000
13. Auditorium (1)	(250 seats)	1. 3,000
14. Executive Dining Room/Kitchen (1)		1. 2,000
15. Receiving/Loading Dock (1)		1. 2,000
16. Chauffeur's Waiting Room (1)		1. 200
17. Equipment Repair Rooms (3)		1. 500 2. 500 3. 500
18. Pneumatic Tube Work Shop & Storage		1. 2,000
19. Pneumatic Tube Rooms	(4 per floor)	1. 150 each

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